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Division of Budget and Analysis
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Michael F. Easley, Governor
Dempsey Benton, Secretary

James B. Slate, Jr., Director

December 20, 2007

MEMORANDUM #2007-14

TO: Division and Office Directors
           Division Budget Officers

FROM: Jim Slate

           Karen Tomczak, Chief Information Officer

SUBJECT: Memory Needed for BEACON Readiness for Core Users

As you are aware, DHHS is actively preparing for BEACON implementation in April 2008. To prepare our Department's core users for BEACON implementation, the Division of Information Resource Management (DIRM) has taken the lead in working with IT staff across the Department to identify the computers used by core users that are in need of memory upgrades, and, in some cases, computers that need to be replaced. Attached is a summary by division/office of the amount of memory needed and the estimated costs.

DIRM will purchase the necessary additional memory for core users in all DHHS divisions and offices, except for those users that are in the Division of Mental Health, Developmental Disabilities and Substance Abuse Services (DMH/DD/SAS). For memory purchased on behalf of divisions and offices, DIRM will coordinate with the DHHS Office of the Controller on the invoicing of the costs back to the respective divisions. All expenditures for memory upgrades should be charged to account 53-4534 (PC/Printer Equipment). For all Seat Managed divisions and offices, expenditures must be applied to the same center as Seat Management.

To minimize any unnecessary costs for postage and handling, we are allowing the DMH/DD/SAS Central Office and facilities to purchase their memory through E-Procurement. Account 53-4534 should be used by all DMH/DD/SAS facilities. Seat Managed DMH/DD/SAS facilities must apply expenditures to the same center as Seat Management. Each facility should place only one requisition for memory upgrade in E-Procurement.

In a few DMH/DD/SAS facilities, it is necessary to replace core users' computers with a newer model that can run the BEACON software. DIRM will deploy computers to DMH/DD/SAS facilities to meet this need.

If you have any questions about the memory upgrade process, please contact Andy Watry in the Division of Budget and Analysis at 919-733-6396 or by e-mail at Andrew.Watry@ncmail.net. If there are questions related to DIRM's involvement, please contact Jennifer McAdam at 919-855-3009.

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Attachment (1)

cc: Dan Stewart, Deputy Secretary
Jackie Sheppard, Assistant Secretary for Long-Term Care and Family Services
Kathy Gruer, Division of Human Resources, Director
Laketha M. Miller, Controller
David Womble, Office of Procurement and Contract Services, Director
Judy Gay, General Accounting and Financial Management, Chief
Program/Budget Analysts
IT Directors

Memory Needed for DHHS Divisions, Offices, and Facilities for Beacon Readiness

DHHS Division/Office	RAM Chip Quantity	Estimated Cost for Memory Needed	Seat and/or State Equipment
Aging	4	$160	Seat Managed
Child Development	0	$0	Seat Managed
Health Service Regulation	2	$80	State
Medical Assistance	2	$80	Seat
Office of Education Services	7	$280	State
Public Health	0	$0	N/A
Services for the Blind	2	$80	State
Services for the Deaf and Hard of Hearing	0	$0	N/A
Social Services	22	$880	Seat
Vocational Rehabilitation Services	0	$0	N/A
Central Administration			
Office of the Secretary	18	$720	Seat
Personnel	60	$2,400	Seat
Budget and Analysis	22	$880	Seat
Policy and Planning	4	$160	Seat
Controller's Office	59	$2,360	Seat
Rural Health	0	$0	Seat
DD Council	2	$80	Seat
Economic Opportunity	2	$80	Seat
DIRM	4	$160	Seat
General Counsel	6	$240	Seat
Public Affairs	2	$80	Seat
Purchasing	2	$80	Seat
Citizen Services	2	$80	Seat
Central Administration Total	**183**	**$7,320**	**Seat**
DMH/DD/SAS			
Longleaf NTC	1	$40	State
ADATC - Black Mountain	1	$40	State
ADATC - Greenville	5	$200	State
Black Mountain Center	2	$80	State
Broughton Hospital	4	$160	1 State & 1 Seat Managed
Caswell Center	0	$0	State
Cherry Hospital	28	$1,120	Seat
DMH/DD/SAS Central Office	45	$1,800	State
Dix Hospital	20	$800	Seat
Umstead Hospital	16	$640	Seat
Murdoch Center	20	$800	State
Murdoch Development Center	3	$120	State
O'Berry Center	20	$800	Seat
O'Berry NMT Center	2	$80	Seat
Riddle Dev Center	20	$800	State
Wright School	1	$40	State
DMH/DD/SAS Total	**188**	**$7,520**	

DHHS - Grand Total	410	$16,400